

## **FLATHEAD COUNTY FAIR COMMISSION**

### **Meeting Minutes from October 8, 2020**

A regular meeting of the Flathead County Fair Commission was called to order Thursday, October 8, 2020 at 6:30pm in the 4H Building at the Fairgrounds, 265 N. Meridian Rd, Kalispell.

**Roll call of members:** Helen Keil, Mark Carlson, Doug Wise, Sam Nunnally, Jessica Treweek, and Pam Holmquist were present.

**Staff present:** Mark Campbell

**Guests present:** Sharon Askelson and Carol Olsen.

**Agenda approval:** Mark Carlson moved to approve agenda as presented, seconded by Jessica Treweek. All in favor, motion approved.

**Past meeting minutes:** Previous meeting minutes from July 16<sup>th</sup> through August 23<sup>rd</sup> were presented. Mark Carlson moved to defer the approval until the next meeting. Seconded by Jessica Treweek, motion passed.

**Public Comment:** Sharon Askelson reported being overpaid on Fair premiums. She returned \$42 to the office. No further public comment was heard and closed by Sam Nunnally.

**Unfinished Business:** Mark shared a report of COVID re-imbursables submitted to Finance for CARES Act consideration. Approximately \$68,000 are direct costs with an additional \$40,000 indirect losses based on cancellations. A comparison on ticket sale receipts with 2019 was shared based on live entertainment grants previously available to non-profits.

A recap meeting with Express Services and key staff was held. A constructive discussion with great teamwork from all was summarized.

Exhibit and participant counts were shared with brief discussion. Building adjustments were done to help viewing and flow. Sam wants to continue considering over the upcoming months where COVID impacts will affect next year's Fair. Helen asked Doug how the pie judging went. Doug found an expert to assist. The judges worked hard evaluating the entries.

**New Business:** RMAF will be holding their convention in Colorado Springs. Question was asked of those wishing to attend with discussion held. Helen would like to attend but budget conscious. Sam expressed interest as the learning opportunity is good. Mark will coordinate. Doug asked if any fairs did full programming as we did? Discussion led to passing on IAFE Convention due to budget concerns.

**Committee or Director Reports:** No committee or member reports were heard.

**Manager's report:** Mark shared October updates including winterization. Kopper Kettle has concluded her season. Jessica asked about the ownership structure of the food booths. Mark explained the history and need for a better "fix" to arrangements. Helen asked about the long-term viability of buying these booths out as they come available. Discussion was held with benefits and challenges. Need a long-term plan without changing the character and non-profit benefits. Liability of buildings and contents needs to

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be considered. Awareness that non-profit operations are leaving tied to a long-term plan. More discussion in January.

A review of upcoming events, activities, and cancellations was covered. Election process is ready to get underway with no in-person voting except at Election office. Fairgrounds is being used for ballot prep and counting.

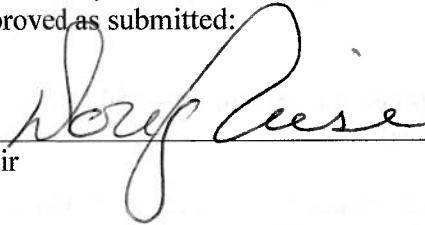
September financial reports were shared with revenues at 32.18% of budgeted and expenses at 43.8%.

Facility use due to COVID spacing and distancing is extensive. A need to assess overhead costs has developed due to budget position. Maintenance must continue standards of sanitization and cleaning between function days. Discussion followed with the Board concurring to assess overhead costs at a minimum excepting 4H functions.

**Adjournment:** Mark Carlson moved to adjourn the meeting at 7:34 pm. Seconded by Jessica Treweek. All in favor. Motion carried.

Submitted by:

Approved as submitted:

  
Chair

11-5-20  
Date